



Desert Hills Fire Department

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Desert Hills Fire Department Board Meeting Minutes Regular Meeting July 19, 2017

1. Call to order

Chairman John Hayes called to order the Desert Hills Fire District Board meeting at **9 am on Wednesday, July 19, 2017** at the Desert Hills Fire station Si Mock Room located at 3983 London Bridge Road, Lake Havasu City, AZ.

2. Pledge of Allegiance

Pledge of Allegiance commenced by Board Chairman Hayes

3. Roll Call

The following board members were present:

John Hayes
Mathew Espinoza
Brad Shelton
Dolores Moscou

Also in attendance: Fire Chief Pat Dennen
Administrative Specialist Lisa Harrison

4. Call to the Public: None

5. Approval of Minutes-Board Meetings June 21, 2017: Motioned by Chairman Hayes to accept the June 21, 2017 meeting minutes with the correction that board member Shelton opposed item 6b, acceptance of the budget. Seconded by board member Moscou, all in favor.

6. Reports:

- a. **Financial Report-June 2017:** Administrative Specialist Lisa Harrison stated that as of June 2017 cash in the Grant Savings Account is \$69,557.64, Payroll Account \$182,728.87, Petty Cash \$100, Special Revenue Checking Account \$73,441.75, Special Revenue Savings Account \$27,802.88, Warrant Account \$173,049.61, with a total cash balance of \$526,680.75. Lisa Harrison summarized FY1617 ending budget, over on income and under on expenditures. Approval of Financial Report motioned by the board member Shelton, seconded by Chairman Hayes, all in favor.

b. **Chief's Report:**

Chief Dennen reports Nick Ryan is back to fulltime duty and Kit Borg is still out on workers comp for a fractured ankle.

We have had a bit of vehicle issues; 1511R had an electronic throttle issue. We took it to Vegas to have the computer on the engine reflashed. It was rebuilt and immediately sent to Safford on a mutual aid fire. 1521 went out on a medical aid and shut down and would not restart. The tow company than busted the oil pan. It was towed to the station than Monday towed to Henderson for repairs. It has since been returned and put back in service. 1526 had a high pressure fuel pump go out. This is very labor intensive and about \$4000 to repair.

Wildland response is up. We sent E1511R on a fire down south for a week.

We received a new load of sand and sand bags for monsoon season.

Chief Dennen attended a State Chiefs Association Joint Conference with the Arizona Fire Chiefs and Arizona's Fire District Association. Chief will be involved in the state mutual aid committee.

- c. **DHFD Wildland Report:** None
- d. **DHFD Auxiliary Report:** Dee Moscou stated there is nothing to report and the calendar will be ready for the next board meeting.
- e. **Correspondence:** Letter from Northern Arizona Consolidated Fire District thanking us for our mutual aid assistance with the Devlin Fire in Kingman Arizona.

7. **New Business:**

- a. DHFD is trying to grow the wildland program by having all employees red carded with an incentive of 1 $\frac{3}{4}$ overtime, an increase from 1 $\frac{1}{2}$ overtime. The last fire in Safford with Chairman Hayes approval we increased the overtime rate. The impact to our profit was less the \$500 and an increase in employee morale. Board member Shelton motioned to table the increase in overtime pay until a clearer forecast of how it will affect the budget. Seconded by Board member Espinoza, all in favor.
- b. There are 163 policies ready for approval in Lexipol. Chief Dennen would like the board's approval to approve the policies, than bring the final draft to the board for final approval. Board member Shelton stated he did not feel Chief Dennen needed approval to get the Lexipol policies into the final draft stage.
- c. Board member Espinoza would like to put a limit on paid time off. He would like to have all employees hired before December 17, 2015 be on Tier 1 with a cap of 440 hours and all employees hired after December 17, 2015 on Tier 2 with a cap of 220 hours. Update the policy with a retro date for December 17, 2016 and bring back to the board next board meeting.

8. **BOARD MEMBER COMMENTS:**

- a. New business to be considered on future agendas; Chairman Hayes would like to see Administrative Specialist Harrison be bonded.
- b. Comments: None

9. **Adjourn:** 10:06 am. Motioned by board member Espinoza, seconded by board member Moscou, all in favor.